

Minutes of the Organizational Meeting and the Regular Monthly Meeting of the Norwich Town Board held on Monday January 08, 2018 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 7:00PM. Invocation and The Pledge of Allegiance was led by Council Member William Evans.

Members attending were:

Council Members: Charles Brooks, Stanley Foulds, Debra Cubbedge

Absent: Supervisor: David Evans, Council Member Milton Shepler

Others attending were:

Attorney: Steven Natoli

Town Clerk: Martha Vidler

Highway Superintendent: Barry Christophersen

Town residents and guests: Refer to sign-in sheet.

The Organizational Meeting resolutions, appointments and committees for 2018 proceeded as follows:

COMMITTEES AND APPOINTMENTS: A listing and motion TEMPORARILY approving the Committees and Appointments for 2018, UNTIL FURTHER NOTICE, follows on a separate page. (See page 3)

A motion was made to make the following Committee and Appointment changes by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge.

See page 4 for changes.

Supervisor Evans- Absent
Council Member Charles Brooks -Aye
Council Member Stanley Foulds-Aye
Council Member Debra Cubbedge-Aye
Council Member Milton Shepler –Absent

RESOLUTION 01-01-18: IRS MILEAGE RATE: Be it resolved that the employees using their personal vehicle for Town business be reimbursed at a rate of .54.5 cents per mile was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge.

Supervisor Evans- Absent
Council Member Charles Brooks -Aye
Council Member Stanley Foulds-Aye
Council Member Debra Cubbedge-Aye
Council Member Milton Shepler –Absent

RESOLUTION 02-01-18: TOWN CLERK OFFICE HOURS: Be it resolved that the Town Clerk office hours be Monday –Friday 10:00-2:00PM. A motion to approve the Town Clerk hours was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge.

Supervisor Evans- Absent
Council Member Charles Brooks -Aye
Council Member Stanley Foulds-Aye
Council Member Debra Cubbedge-Aye
Council Member Milton Shepler –Absent

RESOLUTION 03-01-18: MONTHLY TOWN BOARD MEETINGS: Be it resolved the Town of Norwich Town Board will hold their monthly town board meetings on the second Monday of every month at 7:00pm. A motion to approve to hold the Town Board monthly meetings on the second Monday of the month was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge.

Supervisor Evans- Absent
Council Member Stanley Foulds -Aye
Council Member Charles Brooks-Aye
Council Member Debra Cubbedge-Aye
Council Member Milton Shepler –Absent

A motion was made to accept the TEMPORARY Appointments and Committees by Council Member Foulds; 2nd by Council Member Cubbedge.

Supervisor Evans- Absent
Council Member Charles Brooks -Aye

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Council Member Stanley Foulds-Aye
Council Member Debra Cubbedge-Aye
Council Member Milton Shepler –Absent

A motion to close the Organizational Meeting at 7:12pm was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

The minutes from the year end meeting held on December 27, 2017 were accepted as written on a motion by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

PUBLIC COMMENTS: Kenneth Fogarty introduced himself as a Town of Guilford newly elected councilman. He is interested in seeing how other towns conduct business, and interested in solar grants.

CORRESPONDENCE: Phone Call from Margaret Daraugh asking to tie into the water **sewer** line near the Jail. Mr. Brooks will contact the city and homeowner. South New Berlin Fire District Worksheet for 2018 budget was received and shared with the board.

ATTORNEYS REPORT: Attorney Natoli reported that he has been appointed to represent the City as their Attorney, which will result in his resignation. He will be staying with the Town in transitional capacity until February. Attorney Natoli has a draft contract a for the Water/Sewer clerk. The Chobani case is progressing they are in the discovery phase. The Collective bargaining is still continuing. Attorney Natoli will reach out to other Attorney's for their interest as Town Attorney, and will report back to the board.

HIGHWAY REPORT: Board members were given a monthly report. The new loader will be here this Wednesday. Sand pile has very large clumps in it. Burrell's have been notified, highway Superintendent will look into other places for sand. Discussion was had as to what to do with the 1985 truck.

OTHER ITEMS DISCUSSED:

A motion to authorize Council Member Brooks to sign a check to pay Water/Sewer Clerk Guinn for time thus far working on the Water/Sewer billing was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

► Dog Warden- Tabled

► A motion to authorize Council Member Foulds as a signatory was made by Council Member Debra Cubbedge; 2nd by Council Member Charles Brooks. All were in favor.

TOWN CLERKS REPORT: The Town Clerk's December, 2017 report was presented before the Board. The total collected for the month was \$374.00 and a check for \$319.50 was given to the Supervisor. A motion to accept the Town Clerk's December 2017 report to the Supervisor was made by Council Member Stanley Foulds and 2nd by Council Member Debra Cubbedge. All were in favor.

Vouchers: General Vouchers were read and a total of \$2,221.65 claim # 1-7 were approved on a motion by Council Member Stanley Foulds and 2nd by Council Member Debra Cubbedge. All were in favor.

Highway Vouchers were read and the total of \$6,687.58 claim #1-5, were approved on a motion by Council Member Debra Cubbedge; 2nd by Council Member Stanley Foulds. All were in favor.

A motion to adjourn was made by Council Member Foulds; 2nd by Council Member Debra Cubbedge. All were in favor. Meeting adjourned at 7:55pm.

Minutes were taken by Martha L. Vidler, Town Clerk.

TOWN HALL ADDRESS: 157 County Road 32A FAX -337-2301 DIAL #8 for OUTSIDE LINE
-336-6367

SUPERVISOR: **David C. Evans** -337-2302
5037 St Hwy 23E (H): 334-5356

DEPUTY SUPERVISOR: **Charles W. Brooks** (H) 334-2979 -
518 Dan Main Hill Rd

COUNCIL MEMBERS:

Charles W. Brooks	(H) 334-2979
Milton Shepler	(H) 336-7094
5151 State Hwy 12	
Stanley Foulds	(H)-226-6961
300 Wells Road	
Debra Cubbedge	(H) 373-3374
5037 State Hwy 23	

Budget Officer **William Evans** (H)-334-5752
5050 State Hwy 23

ATTORNEY: **Steven Natoli**
Natoli & Natoli LLP 336-8200 FAX 336-8203
27 West Main St. Suite 302

JUSTICE: **James A. Fox** OFFICE: 337-2305
Hale Road Fax 336-4814

COURT OFFICER: Vacant

TOWN CLERK: **Martha Vidler** OFFICE: 337-2301
157 County Road 32A

CODE ENF OFFICER: Steve Fox
& SANITATION/JUNK CARS Office #337-1796

BOOKKEEPER: **AJF Accounting** 336-3532

HIGHWAY SUPT: **Barry Christophersen** **337-2306** C-607-373-1188

DEPUTY Hwy: **Stanley Foulds**

TOWN BARN ADDRESS: **5589 County Rd 32** -337-2306

ASSESSORS: **Keith Reynolds** (H) 316-3103
107 Edgewood Dr.

File Clerk **Mark Doliver** (H) 336-3745 OFFICE: 337-2304
4813 St Hwy 23

TAX, LAND COLLECTOR: **Theodore Guinn** OFFICE: 337-2307
Water/Sewer 120 Old Stone Road (H) 334-8568

DOG WARDEN: **Matt Bates** 244-8363

PLANNING BOARD: **Theodore Guinn, Chairman** (H) 334-8568
120 Old Stone Rd

Doris Brooks	2017
Tom Grady	2020
Dennis Lynk	2023
Joyce Westervelt	2022
Bob Wightman	2018

HISTORIAN: **David Graham** -335-5202 (days)
209 Gibbon Road -334-8611 (evenings)

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday February 12, 2018 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 7:03pm. Invocation and The Pledge of Allegiance was led by Martha Vidler.

Members attending were:

Council Members: Charles Brooks, Stanley Foulds, Debra Cubbedge

Others attending were:

Town Clerk: Martha Vidler

Attorney: Steven Natoli

Highway Superintendent: Barry Christophersen

Absent: Supervisor David Evans

Council Member Milton Shepler

Budget Officer William Evans

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes and Organizational Meeting, as written, was made by Council Member; Stanley Foulds, 2nd by Council Member Debra Cubbedge. All were in favor.

Public Comments- No comments were made from the floor.

Correspondence-

- ▶ Thank you note from David Law
- ▶ Emails from Deb Bestwick in regards to fuel bid updates
- ▶ Email from NYSEG
- ▶ Spectrum Enterprise
- ▶ Association of Town letter for membership dues
- ▶ Mang Insurance letter of amended policy increase of premium for new loader.

Attorney Report- Attorney Natoli gave a recommendation for a replacement Attorney that the Town Board may want to reach out to. Attorney Natoli's plan is to have this his last meeting.

- ▶ Collective bargaining still has one outstanding issue.

Highway Report- Highway Superintendent Christophersen submitted his monthly report. Reported it has been a busy month. Road ordinance was put into Executive session. Suggestion made for White Store bridge restoration.

Other Items Discussed:

Council Member Cubbedge would like to suggest Bob Freedman from the committee on open government to come and speak to the board. She will contact Mr. Freedman for dates.

Council Member Cubbedge asked for further explanation on bank accounts and which account is used for what? It will be referred to budget officer Evans when he returns.

March 8th Council Member Cubbedge asked to have a Narcan presentation in the board room. Discussion was had. Attorney Natoli confirmed that the Town would not be held liable and that these presentations are happening all over the country. Council Member Brooks made a motion to allow the Town to support this presentation and it was 2nd by Council Member Foulds. All were in favor.

Advanced Fire will not recharge 2 of our fire extinguishers as they have been recalled. Council Member Brooks will contact and look further into replacing extinguishers with Advanced Fire.

Court room roof leak

Town clerk adjusted hours

Old Business- ▶ Vet Bills- tabled

- ▶ Dog warden- tabled
- ▶ Petty cash reimbursement- Council Member Brooks will check into

Executive Session- A motion to go into Executive Session at 7:37 to discuss a proposed litigation and collective bargaining was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

A motion to come out of Executive Session was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

VOUCHERS: General vouchers were read and the total of \$4,267.44 claim #8-#22, was approved on a motion by Council Member Debra Cubbedge; 2nd by Council Member Stanley Foulds. All were in favor.

Highway vouchers were read and the total of \$32,253.08 claim #6-#32, by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

TOWN CLERK'S REPORT: The Town Clerk's January report was presented before the Board. The total collected for the month was \$766.00 and a check for \$679.50, the Town's portion, was given to the Deputy Supervisor Brooks. A motion to accept the Town Clerk's January 2018 report to the Deputy Supervisor was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

A motion to adjourn was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

Meeting adjourned 8:02pm

Minutes taken by Martha L. Vidler, Town Clerk

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday March 12, 2018 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 7:05pm. Invocation and The Pledge of Allegiance was led by William Evans.

Members attending were:

Council Members: Charles Brooks, Stanley Foulds, Debra Cubbedge

Others attending were:

Town Clerk: Martha Vidler

Attorney: Vacant

Highway Superintendent: Barry Christophersen

Absent: Supervisor David Evans

Council Member Milton Shepler

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes as written, was made by Council Member; Stanley Foulds, 2nd by Council Member Charles Brooks. All were in favor.

Public Comments- No comments were made from the floor.

Correspondence-

- ▶ Cooperative Highway Equipment Shared Agreement
- ▶ Email from Deb Cubbedge verifying date for Robert Freeman, Monday April 23, 2018 at 6:30pm.
- ▶ Letter from Compassionate Care asking for payment of delinquent vet bills
- ▶ Ag & Markets Dog Control inspection report submitted by Debra Toth Animal Health Inspector
- ▶ Municipal Report RP-7114 of Special Franchise Activity for the 2017 calendar year, to be referred to the assessor.
- ▶ Letter from Association of Towns in regards to New York Municipal Energy Program
- ▶ New York Dept. of Environmental conservation Division of Water –Watershed screening update and meeting invitation.
- ▶ Letter from SCADATEK Inc. informing town that the upgrades to Upper and Lower Booster stations have been done.

Attorney Report- none

Highway Report- Highway, Superintendent Christophersen, submitted his monthly report. Reported several breakdowns on trucks and single axel 2009 International truck needs to be replaced.

- ▶ Road ordinance is tabled until a new Town Attorney is on board.
- ▶ A suggestion was to put the FEMA check into the highway fund to be used for repairs, sand and tools so that personal tools are not used. Council Member Foulds suggested that a prioritized wish list be made with the Highway Committee and to come back to make recommendation to the Board.
- ▶ Sand has been an issue with all the “chunks” in it. Other options will be looked into. Highway Superintendent Christophersen is looking into making a screen to remove the chunks.

Budget Officer Report: Report from Mike Giovnazzo, CPA on the 2017 annual financial report was submitted to the Town Board. All funds ended in the black. There is \$1917.00 of unidentifiable funds in the trust and agency account. A motion was made by Council Member Stanley Foulds to authorize transfer half of \$1917.00, \$958.50, into the general and the other half \$958.50 into the highway fund, 2nd by Council Member Debra Cubbedge.

A handout was given to Board Members showing current accounts and balances.

Four dormant checking accounts are to be closed, accounts ending in 9680, 1551, 9742, and 4174. A motion was made by Council Member Brooks; 2nd by Council Member Cubbedge to appropriate \$284.00 from the Revenue Account A2192, Cemetery Services, to the A1640.4 central garage fund to be specifically spent on lawn mower for cemeteries.

Other Items Discussed:

Possible Attorney has been found. He will meet with the Board on Thursday, March 15, at 10:30.

Old Business- ▶ Compassionate Pet Care- A motion to pay overdue outstanding vet bills in the amount of \$1540.50 was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

- ▶ Dog warden- Budget Officer Evans will follow up.

▶ Petty cash reimbursement- Council Member Debra Cubbedge and Budget Officer Evans will count money, on Tuesday, in book keeper's desk to put into town clerks postage money.

Executive Session- A motion to go into Executive Session at 7:59 to discuss collective bargaining was made by Council Member Debra Cubbedge; 2nd by Council Member Charles Brooks. All were in favor.

A motion to come out of Executive Session at 8:07 was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

VOUCHERS: General vouchers were read and the total of \$28,434.86 claim #23-#36, was approved on a motion by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor. Highway vouchers were read and the total of \$19,005.06 claim #33-#51, by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds. All were in favor.

TOWN CLERK'S REPORT: The Town Clerk's February report was presented before the Board. The total collected for the month was \$550.00 and a check for \$479.50, the Town's portion, was given to the Deputy Supervisor Brooks. A motion to accept the Town Clerk's February 2018 report to the Deputy Supervisor was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

A motion to adjourn was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

Meeting adjourned 8:17pm

Minutes taken by Martha L. Vidler, Town Clerk

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday April 9, 2018 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 7:05pm. Invocation and The Pledge of Allegiance was led by William Evans.

Members attending were:

Supervisor David Evans via Face-Time

Council Members: Charles Brooks, Stanley Foulds, Debra Cubbedge

Others attending were:

Town Clerk: Martha Vidler

Attorney: David Sonn

Highway Superintendent: Barry Christophersen

Absent:

Council Member Milton Shepler

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes of March 12 , as written, was made by Council Member; Stanley Foulds, 2nd by Council Member Debra Cubbedge. All were in favor.

Public Comments- Perry Owen presented to the Board a petition to the Town of Norwich for the ownership of Hoag Road extension. A motion to accept the petition and to move forward as written, pending Attorney Sonn's review of such petition was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor. Costs to make road operable will be shared. Approximate total cost \$7600.00. Mr. Owen, also, submitted a newsletter from the Town of Fenton as an example if the Town is ever interested in doing publicizing one.

Correspondence-

- ▶ F&S Flat Roofing fax
- ▶ DPW letter with enclosed Haulers renewal agreement. Expires 5-30-18
- ▶ Board of Elections request for use of Town Hall for 2018 Election dates.
- ▶ Charter Communication upcoming changes
- ▶ NYSEG annual inspection of natural gas on Lower Ravine Road
- ▶ Government Survey- Turned over to Attorney for review

Attorney Report- Attorney Sonn submitted his contractual information. A motion to retain Attorney Sonn as the Town Attorney was made Council Member Charles Brooks; 2nd by Council Member Debra Cubbedge. All were in favor.

Highway Report- Highway, Superintendent Christophersen, submitted his monthly report.

- ▶ A wish list was given to Board
- ▶ Truck #4 is a 2010 with 27,000 miles and has major repair issues. The highway committee will go over quotes that Superintendent Christophersen got for a new truck.
- ▶ Town Hall parking lot needs resealing and striping. Bids will be gotten and then a recommendation will be made to the board.
- ▶ A lengthy discussion was held on the adoption of a road ordinance for parked cars on the road. Example of ordinance was deferred to the Town Attorney for review.
- ▶ A suggestion was made to have Town permits for road use of logging, mining, etc. so that if there is road damage a portion of cost of repair would be paid by whoever is doing the work. It was suggested that the Highway Committee look into it.
- ▶ Highway Superintendent asked if Court could give community service to defendants to help mow lawn, weed, wash windows, etc. Concern was liability. Mang Insurance will be contacted to see what and if it can be done.

Budget Officer Report: Monthly financial report given to board members. Line item transfers. A motion was made by Council Member Cubbedge; 2nd by Council Member Foulds to transfer \$1015.50 from A1990.4 contingency to line item A3510.4 Dog Control CE and \$343.00 from A1990.4 contingency to A3620.4 Safety Inspection. All were in favor. Budget Officer Evans and Highway Superintendent met with NYMIR to update equipment coverage.

Other Items Discussed: Tara Donadio rescheduled to May

Old Business- ▶

- ▶ Dog warden- still looking
- ▶ Highway Shared Services- Highway Superintendent & Board are not interested in using.

Executive Session- A motion to go into Executive Session at 8:02 to discuss collective bargaining was made by Council Member Charles Brooks; 2nd by Council Member Debra Cubbedge. All were in favor.

A motion to come out of Executive Session at 8:12 was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

VOUCHERS: General vouchers were read and the total of \$3,174.42 claim #38-#48, was approved on a motion by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

Highway vouchers were read and the total of \$19,737.39 claim #56-#73, by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds. All were in favor.

TOWN CLERK'S REPORT: The Town Clerk's March report was presented before the Board. The total collected for the month was \$578.00 and a check for \$524.00, the Town's portion, was given to the Deputy Supervisor Brooks. A motion to accept the Town Clerk's March 2018 report to the Deputy Supervisor was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

A motion to adjourn was made by Council Member Stanley Foulds; 2nd by Supervisor David Evans. All were in favor.

Meeting adjourned 8:12pm

Minutes taken by Martha L. Vidler, Town Clerk

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday May 14, 2018 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 7:03 pm. Invocation and The Pledge of Allegiance was led by William Evans.

Members attending were:

Council Members: Charles Brooks, Debra Cubbedge, Stanley Foulds, Milton Shepler

Others attending were:

Town Clerk: Martha Vidler

Attorney: David Sonn

Highway Superintendent: Barry Christophersen

Budget Officer William Evans

Absent: Supervisor David Evans

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes of April 9th , as written, was made by Council Member; Stanley Foulds, 2nd by Council Member Debra Cubbedge. All were in favor.

Public Comments- E. Gail Annese asked for the Town's financial status, Budget Officer Evans replied that he would make a copy.

Perry Owen spoke on Road extension and was instructed by Deputy Supervisor Brooks to keep in contact with the Highway Superintendent.

J.B. Whitmore expressed concerns on Pratt Road Dam, on Glen Lake, in regard to a letter from DEC dated 8-22-17. The Town Board is unaware of such letter even though it has a cc to the Town. Deputy Supervisor Brooks informed Mr. Whitmore this would be followed up on.

A presentation was given by Tara Donadio from NYSERDA on how to become a "Clean Energy Community and Get Grant Funding". Council Member Cubbedge will follow up with Ms. Donadio.

Correspondence- NYMIR appraisal date May 16

Letter from Deputy Secretary of Intergovernmental Affairs informing of presentations across the state to provide information and assistance on implementing an optional program to empower local governments to establish local charitable gift reserve funds and to offer real property tax credits to incentivize contributions.

Attorney Report- Attorney Sonn has had contact with Attorney Norene Palmer on the Hoag Road expansion. It was relayed back to the Town that Attorney Palmer suggested a resolution, with detailed information, be made by the Town before moving forward with the project.

Question was also asked if a survey need to be done. After much discussion it was tabled until next month when a proposed resolution will be presented to the board.

Highway Report-

▶ Three bids (Freightliner, Mack and International) were attained for trucks and submitted to the board for review. A decision must be made this month in order to have the truck by end of the year. Estimates were also sought out to repair the current truck, which would be very costly.

▶ Highway, Superintendent Christophersen, submitted his monthly report. Superintendent Christophersen questioned the need for a written monthly report. The highway committee will discuss and bring decision back to board next month.

▶ International plow truck has transmission problems again Highway Superintendent believes repair money should come from General Fund.

▶ Tractor needs new tires it was Superintendent Christophersen suggested payment come from General Fund.

▶ Several roads, (Wells Road, Crandall Street, Aurora, are a few) are in need of desperate repair and new pipes. The pipes are breaking and caving in. Pictures were submitted to the board for review.

▶ A motion to appropriate CHIPS money in the amount of \$18,044.78 into DA5142.4, snow removal account for sand, and to monitor the account, was made by Council Member Stanley Foulds, 2nd by Council Member Debra Cubbedge. All were in favor.

▶ Highway Superintendent salary to be looked at in comparison to other Towns.

▶ Quotes for sealing and striping Town Hall parking lot were received. Kelly \$2143.00, Yacono \$3780.00. It was suggested to get bids for just crack filling and striping and bring back next month.

Budget Officer Report- Monthly report submitted

Thank you to Highway Superintendent for his cooperation in doing reimbursement checks and CHIPS paperwork

Tax Collector Report- Tax collectors report given

▶ Solar subdivision update

▶ Thompson Road Neighborhood watch meeting was attended by Ted Guinn

▶ Discussion was had on water sewer rates. The City has increased rates again. Mr. Guinn will check with the City to see how often and when their rates change to get on the same rate cycle.

▶ Board members were given at last monthly meeting several law preservation agreements from numerous towns. Mr. Guinn is willing to work with whomever to establish a law for the Town of Norwich. The various agreements were given to the Attorney to review and meet with the Highway Committee to discuss. Attorney Sonn will view the contracts and make a chart to make options clear.

▶ Discussion was had on Shumway Road vehicles parked on the road. Highway Superintendent took Council Member Cubbedge with him to see the vehicles. There is no junk yard permit for Shumway Road.

Other Items Discussed-Council Member Cubbedge shared on the Bob Freeman open meeting law that was held at the town hall.

▶ Roof repair. A motion was made by Council Member Foulds; 2nd by Council Member Shepler to seek out bids for a flat rubber roof. All were in favor.

▶ Fire Contract correspondence to the City. There has been no contact since our last letter. Previous letter sent to the City will be given to Attorney Sonn so that a follow up letter can be sent.

Old Business-

▶ Person interested in being dog warden will be contacted by Council Member Brooks to meet with the personnel committee.

A motion to go into executive session, at 8:52 pm, to discuss collective bargaining was made by Council Member Debra Cubbedge; 2nd by Council Member Stanley Foulds. All were in favor.

A motion to go out of executive session at 9:17 was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

A motion was made to approve the highway Union Contract pending review by Attorney Sonn and the Accountant, with comments by this Friday if any, by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

VOUCHERS: General vouchers were read and the total of \$1,965.87 claim #49-#55, was approved on a motion by Council Member Debra Cubbedge; 2nd by Council Member Charles Brooks. All were in favor.

Highway vouchers were read and the total of \$7,440.55 claim #74-#86, by Council Member Milton Shepler; 2nd by Council Member Stanley Foulds. All were in favor.

TOWN CLERK'S REPORT: The Town Clerk's April report was presented before the Board. The total collected for the month was \$474.00 and a check for \$402.50, the Town's portion, was given to the Town. A motion to accept the Town Clerk's April 2018 report to the Deputy Supervisor was made by Council Member Charles Brooks; 2nd by Council Member Debra Cubbedge. All were in favor.

A motion to adjourn was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

Meeting adjourned at 9:33pm.
Next regular board meeting will be June 11, 2018.
Minutes taken by Martha L. Vidler, Town Clerk

The Minutes of the Special Highway Meeting of the Norwich Town Board held on Tuesday May 22, 2018 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 12:16 pm.

Members attending were:

Council Members: Charles Brooks, Debra Cubbedge, Stanley Foulds,

Others attending were:

Town Clerk: Martha Vidler

Highway Superintendent: Barry Christophersen

Budget Officer William Evans

Absent: Supervisor David Evans

Council Member Milton Shepler

Attorney: David Sonn

Town guests and residents: Refer to sign-in sheet.

Tires were put on the tractor.

Discussion was had on trucks and the repairs that are needed

▶ Red International plow is too heavy for the truck

New plow estimated at \$6,425

Hydraulic Ram estimate cost \$2,470

Box is not on square

Wrong tires are on it

▶ **Truck #3** the box is “shot”

Tenco estimate \$42,000 and Town needs to pick up in Rochester and install

Palmer's Trucks \$28,000

▶ **Truck #1**

\$12,000 has already been done under warranty

▶ **Truck # 4** PRIORITY

Metal in the oil

Motor

Box needs work

Needs transmission

Clutch about gone

Single Axle 9-10 years old

Estimated costs of repairs \$35-40,000

A recommendation by Highway Superintendent that this truck be replaced first.

▶ Barry's pickup truck

94,000 miles on it

▶ Highway Superintendent to look into prices of a heated power washer.

Be it noted that if a new truck is to be bought it would have to happen soon as it will be December –January before it would be received.

Suggestion is to sell the Old Ford.

Highway Committee will come back to the board next regular meeting with recommendations for all of the above.

Discussion on Roads

▶ Hoag, Sharman, and Thompson Roads have all new pipes. Roads still need repairs.

▶ As long as Highway Superintendent stays within the allotted CHIP money road repairs can be done as he deems necessary.

▶ Glen Naber from McDonough would like to trade services and use our tractor which we will provide the operator for, for exchange of a big roller, truck and man power.

▶ Highway Superintendent to look into prices of pavement roller.

A motion to adjourn meeting by Council Member Foulds: 2nd by Council Member Cubbedge. All were in favor. Meeting adjourned at 1:55pm

Minutes taken by Martha L. Vidler, Town Clerk

The Minutes of the Special Highway Meeting of the Norwich Town Board held on Tuesday May 24, 2018 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 12:00 pm.

Members attending were:

Council Members: Charles Brooks, Debra Cubbedge, Stanley Foulds,

Others attending were:

Town Clerk: Martha Vidler

Highway Superintendent: Barry Christophersen

Budget Officer William Evans

Absent: Supervisor David Evans

Council Member Milton Shepler

Attorney: David Sonn

Discussion was had on timeline to receive bids for the tractor. A motion to put tractor and Ford orange truck, out to bid was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge.. The ad will run for 2 weeks June 4-15. Sealed bids will be accepted until noon June 15th and will be opened on June 18th.

Small red truck is in Syracuse having transmission work done. It is under warranty. The ram is not under warranty but needs to be fixed.

The Mack truck salesperson will be at the Town Barn on Tuesday or Wednesday if any council members are interested in speaking to him. If the board is interested, a letter is needed on town letterhead stating interest in purchasing truck. No payment will be needed until January 2019. A motion was made by Council Member Foulds; 2nd by Council Member Cubbedge to authorize Council Member Brooks to sign the letter to purchase. All were in favor.

A motion to adjourn the meeting was made at 12:25 by Council Member Stanley Foulds; 2nd by Council Member Cubbedge. All were in favor.

Minutes taken by Town Clerk , Martha Vidler.

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday June 11, 2018 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 7:00 pm. Invocation and The Pledge of Allegiance was led by William Evans.

Members attending were:

Council Members: Charles Brooks, Debra Cubbedge, Stanley Foulds, Milton Shepler

Others attending were:

Town Clerk: Martha Vidler

Attorney: David Sonn

Highway Superintendent: Barry Christophersen

Budget Officer William Evans

Absent: Supervisor David Evans

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes of May 14, 2018, as written, was made by Council Member Stanley Foulds, 2nd by Council Member Milton Shepler. All were in favor. A motion to accept the Special Highway Meeting Minutes of May 22 and May 24 as written was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

Public Comments- Gilmore Lane residents spoke out about the trailer park and water meter issues. After much discussion, Council Member Foulds said he would contact the City for clarification of billing.

Correspondence- Letter from NYS Department of Taxation and Finance in regards to Tentative Equalization Rate for 2018.

Letter from Charter communication stating upcoming program changes.

Attorney Report- Attorney Sonn is continuing to work on Hoag Road expansion. Attorney Sonn stated a **certified** survey would be needed. Attorney Sonn will meet with Attorney Norene Palmer, who is Myrna Schulte's attorney, for discussion. Perry Owen submitted to the board a full description of the parcel.

▶ Attorney asked who would be sure road is made to town specs? Highway Superintendent will be responsible.

Highway Report- Red truck is in Utica having the transmission rebuilt.

▶ Picture handouts of road damage was given to each Council Member.

▶ **CHIPS-** 3 Roads Hoag, Sharman and Thompson including the stone will cost approximately \$73,000.

Budget Officer Report- Monthly report submitted. The Union implementation is progressing.

Other Items Discussed-

▶ A motion was made by Council Member Stanley Foulds; 2nd by Council Member Milton Shepler to authorize Deputy Supervisor Brooks sign the fire contract as outlined in 2017. All were in favor.

▶ Attorney Sonn and Assessor Keith Reynolds will meet and report back next month on the Chobani Assessment.

▶ Sexual Harassment Prevention policy was tabled until next month to give Attorney Sonn a chance to look into further.

▶ Town Clerk requested a tray of postage stamps at \$2500 that should be enough postage for each department for a year. A motion to purchase a tray of stamps was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

▶ Bob Johnson introduced himself to the board with interest in being the dog warden. Ag & Markets will be notified and asked if any specifications are needed by them. Mr. Johnson will be contacted after that.

Old Business- ▶ Attorney Sonn asked to have the road ordinance and road preservation law tabled as he is still reviewing these.

▶ It was suggested to wait until next year to do the Town Hall parking lot and redo the entire lot.

▶ A suggestion was made to do a public notice for the newspaper for work to be done on the Town Hall roof.

▶ Council Member Cubbedge asked if board members and Attorney had reviewed the LED street lighting that she emailed. It will cost approximately \$6,197.00 to convert, but the money will be made back within a year. This was tabled until next month agenda.

VOUCHERS: General vouchers were read and the total of \$2,066.21 claim #56-#64, was approved on a motion by Council Member Milton Shepler; 2nd by Council Member Debra Cubbedge. All were in favor.

Highway vouchers were read and the total of \$24,540.44 claim #87-#100, by Council Member; Debra Cubbedge; 2nd by Council Member Milton Shepler. All were in favor.

TOWN CLERK'S REPORT: The Town Clerk's May report was presented before the Board. The total collected for the month was \$551.00 and a check for \$431.50, the Town's portion, was given to the Town. A motion to accept the Town Clerk's May 2018 report to the Deputy Supervisor was made by Council Member Charles Brooks; 2nd by Council Member Debra Cubbedge. All were in favor.

A motion to adjourn was made by Council Member Stanley Foulds; 2nd by Council Member Milton Shepler. All were in favor.

Meeting adjourned at 8:32pm.

Next regular board meeting will be July 9th

Minutes taken by Martha L. Vidler, Town Clerk

The Minutes of the Special Highway Meeting of the Norwich Town Board held on Monday June 18, 2018 at the Town Hall.

Purpose of this meeting was to open the bids for the Ford truck and New Holland Tractor.

Deputy Supervisor Charles Brooks called the meeting to order at 12:07 pm.

Members attending were:

Council Members: Charles Brooks, Stanley Foulds, Milton Shepler

Others attending were:

Town Clerk: Martha Vidler

Highway Superintendent: Barry Christophersen

Budget Officer William Evans

Absent: Supervisor David Evans, Attorney David Sonn, Debra Cubbedge

Town guests and residents: Refer to sign-in sheet.

A total of 1 bid was received for the 2014 New Holland tractor in the amount of \$70,000.00 from Yacano LLC. A motion was made by Council Member Foulds; 2nd by Council Member Shepler to accept the bid for \$70,000 from Yacano's. All were in favor.

A total of 2 bids were received for the 1995 Ford Dump Truck from 1) Unadilla MX \$4,500 and 2) Larry Calhoun \$3,425. A motion was made to accept the bid for the 1995 Ford dump truck from Greg Robinson, President Unadilla Valley Sports Center, Inc. for \$4500.00 by Council Member Stanley Foulds; 2nd by Council Member Milton Shepler. All were in favor.

The money received from these bids will go into the Highway Savings Account. A new Highway Revenue Account DA 5130.2 machinery replacement account will be created.

Highway discussion continued on CHIPS, road repairs, truck repairs.

A motion to adjourn the meeting of bid opening at 12:24 was made by Council Member Brooks; 2nd by Council Member Foulds. All were in favor.

Perry Owen submitted a resolution to the Town of Norwich to accept ownership of the portion of Hoag Road known as Abandoned Hoag Road. A recommendation to accept this resolution subject to review of Attorney was made by Council Member Milton Shepler; 2nd by Council Member Stanley Foulds. All were in favor. Attorney Sonn will be contacted.

Assessor Keith Reynolds submitted paperwork to go to training with payment to come out of his budget line. A motion to approve was made by Council Member Brooks; 2nd by Council Member Foulds. All were in favor.

A long discussion was had on the water meters in the trailer park on Gilmore Lane. Council Member Foulds spoke to George Carnrike, at the city, in regards to the trailer park and the water meters. Mr. Carnrike said it was agreed by the City to read the master meter and the secondary meters were installed for Mr. Viera's own use. Residents of the trailer park were told that discussion should be between them and Mr. Viera. A spokesperson for the Trailer Park was relayed this information. A suggestion was to encourage Mr. Viera to come talk to the Town Board.

A motion to adjourn at 1:51 was made by Council Member Foulds; 2nd by Council Member Brooks. All were in favor.

Minutes taken by Town Clerk, Martha L. Vidler

The Minutes of the Special Meeting of the Norwich Town Board held on Monday July 3rd , 2018 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 12:00 pm.

Members attending were:

Council Members: Charles Brooks, Debra Cubbedge, Milton Shepler

Others attending were:

Town Clerk: Martha Vidler

Highway Superintendent: Barry Christophersen

Absent:

Supervisor: David Evans

Attorney: David Sonn

Council Member: Stanley Foulds,

Budget Officer William Evans

The purpose of this meeting was to appoint Bob Johnson as dog warden. A motion was made by Council Member Milton Shepler; 2nd by Council Member Debra Cubbedge.

Council Member Charles Brooks called Matt Bates and asked for a letter of resignation on June 27th. Mr. Bates declined to sign a letter of resignation. A motion was made by Council Member Debra Cubbedge to terminate Mr. Bates, 2nd by Council Member Shepler. All were in favor.

Ag & Markets will be notified as well as SPCA of change of DCO. A catch pole will be purchased and Mr. Johnson has a crate that he will use. A motion to purchase the pole was made by Council Member Cubbedge and 2nd by Council Member Shepler. All were in favor.

Mr. Johnson will keep track of his mileage for reimbursement.

Discussion was also had on business cards for Dog Warden to carry.

Discussion was had on Highway Superintendent to be reimbursed for clothing. A motion to reimburse Highway Superintendent Christophersen was made by Council Member Debra Cubbedge; 2nd by Council Member Milton Shepler. All were in favor.

Mr. Parry Owen updated the board on the Hoag Road.

A motion to adjourn the meeting at 12:17 was made by Council Member Milton Shepler; 2nd by Council Member Debra Cubbedge. All were in favor.

Minutes taken by Martha L. Vidler, Town Clerk

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday July 9, 2018 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 7:00 pm. Invocation and The Pledge of Allegiance was led by William Evans.

Members attending were:

Supervisor David Evans

Council Members: Charles Brooks, Debra Cubbedge, Milton Shepler

Others attending were:

Town Clerk: Martha Vidler

Attorney: David Sonn

Highway Superintendent: Barry Christophersen

Budget Officer William Evans

Absent: Council Member Stanley Foulds

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes of June 11, 2018, June 18th the Opening of Bids Special Highway Meeting Minutes and Special Dog Warden Meeting Minutes of July 3rd, 2018 as written was made by Council Member Debra Cubbedge, 2nd by Council Member Milton Shepler. All were in favor.

Public Comments- Perry Owen spoke out on Hoag road and requesting Myrna Schulte to review the indenture before any signatures. Attorney Sonn stated that the Town will approve it first then it will go to Ms. Schulte for review and signature.

► Gilmore Lane residents spoke out about the trailer park and water meter issues. A sample of the bill the residents are receiving was handed to the board for review. Mr. Enrique has Norwich Water/ Sewer at top of his bill, board questioned if this is right.

Correspondence- DCMO BOCES Cooperative Purchasing Service for 2018-2019. A motion to approve the 2018-2019 Resolution was made by Supervisor David Evans; 2nd by Council Member Milton Shepler. All were in favor.

► "Stipulation of Discontinuance" was received from Goughlin & Gerhart, LLP informing the town that they are no longer part of the Stanimer v. Town of Norwich (Route 8 accident)

► Acquisition of Commercial Accounts from Champlain Oil Company announcing Global buy out.

Attorney Report- Attorney Sonn is continuing to work on Hoag Road expansion with Attorney Palmer.

Highway Report- Aurora and Lower Lake Road CHIPS projects are completed. Thompson, Sharman and Hoag will wait until Hoag road extension is completed.

- ▶ CHIPS format needs a VIN # for the new truck, truck has not yet been built yet.
- ▶ CAT invoice has been advanced to get cancelled check to apply towards CHIPS that needs to be submitted by August 1st.
- ▶ Budget Officer Evans and Highway Superintendent Christophersen continue to work on CHIPS money and budgeting.

Budget Officer Report- Monthly report submitted to the board.

- ▶ IRS reporting items from past period's that need attention per Joan.

Other Items Discussed-

- ▶ Catholic Charities submitted drawings for Norwich Supportive Housing on Leilani's Lane. A reverse subdivision will be done to put four separate parcels back into one.
- ▶ A motion to go into Executive Session at 7:41 to discuss pending litigation was made by Council Member Debra Cubbedge; 2nd by Supervisor Evans. A motion to exit Executive Session at 8:56 was made by Supervisor David Evans; 2nd by Council Member Milton Shepler. All were in favor.
- ▶ Sexual Harassment Prevention policy was tabled again until next month to give Attorney Sonn a chance to look into further. Training needs to be done for all town employees.

Old Business- ▶ Council Member Cubbedge submitted a road ordinance for Highway Superintendent to review. It also included a preservation law. Discussion was had. Will be brought back next month.

- ▶ Council Member Brooks will work on getting roof estimates.
 - ▶ A letter of interest to convert lighting, at the approximate cost of \$6197.00, on town letter head needs to be submitted to NYSEG as the next step for LED lighting. Budget Officer Evans suggested Council Member Cubbedge work on a letter. A motion to have Council Member Cubbedge work on a letter of interest was made by Council Member Cubbedge; 2nd by Supervisor Evans. All were in favor.
- Discussion was had on moving some of the lights to a different area, the color, wattage and budget line to take initial cost from.
- ▶ A motion was made to authorize the Budget Officer and bookkeeper to utilize the general fund money, in advance of the receipt of CHIPS repayment for the Milton Cat 2019 payment in the amount of \$42,067.41 by Council Member Debra Cubbedge; 2nd by Supervisor David Evans. All were in favor.

▶ **Fire Contract-** Attorney Sonn has reached out to the City Attorney Steve Natoli. At this point we no official contract. Tabled until next month.

VOUCHERS: General vouchers were read and the total of \$2,352.94 claim #65-#70, was approved on a motion by Council Member Debra Cubbedge; 2nd by Council Member Milton Shepler All were in favor.

Highway vouchers were read and the total of \$49,979.59 claim #101-#113, by Council Member; Debra Cubbedge: 2nd by Council Member Milton Shepler. All were in favor.

TOWN CLERK'S REPORT: The Town Clerk's June report was presented before the Board. The total collected for the month was \$1,025.00 and a check for \$856.50, the Town's portion,

was given to the Town. A motion to accept the Town Clerk's June 2018 report was made by Council Member Charles Brooks; 2nd by Council Member Debra Cubbedge. All were in favor. A motion to adjourn was made by Council Member Charles Brooks; 2nd by Council Member Debra Cubbedge. All were in favor.

Meeting adjourned at 8:32pm.

Next regular board meeting will be August 13th, 2018 at 7:00pm.
Minutes taken by Martha L. Vidler, Town Clerk

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday August 13, 2018 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 7:02 pm. Invocation and The Pledge of Allegiance was led by William Evans.

Members attending were:

Supervisor David Evans

Council Members: Charles Brooks, Debra Cubbedge, Stanley Foulds, Milton Shepler

Others attending were:

Town Clerk: Martha Vidler

Attorney: David Sonn

Highway Superintendent: Barry Christophersen

Budget Officer William Evans

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes of July 9, 2018, June 18th as written was made by Council Member Milton Shepler, 2nd by Council Member Debra Cubbedge. All were in favor.

Public Comments- Perry Owen spoke out on Hoag road stating that all paperwork has been completed and requested the Town Board to ask Attorney Sonn to expedite on the Town's part so that the project can be started. Attorney Sonn replied that he has not had any recent correspondence with Attorney Palmer and cannot expedite if he does not have the paperwork to do so.

Correspondence- ► City of Norwich Youth Bureau letter for 2018 recreation services.

► Compassionate Care Veterinary Municipality Guidelines for Veterinary Care.

► Compassionate Care Vet bill for neglected dog. Discussion was had on bill and responsibility for payment.

► Ag & Markets Inspection- Satisfactory

► State Comptroller - Equalization rate 49.00

Attorney Report- Hoag Road extension continuation.

Chobani has not had much progress, waiting on the rough appraisal.

Highway Report-

► 2019 CAT payment submitted and accepted.

► Highway Superintendent will be attending a PERMA/ OSHA training on September 26th.

► Highway Superintendent and Clay Welch met to discuss White Store Bridge. Funding maybe available in January for repairs.

► Highway Superintendent Christophersen, thanked Council Member Cubbedge for taking the time to write the Abandoned and Junk Vehicles Law.

Attorney Sonn and Highway Superintendent will review the Road Preservation Law information given them and will write a law for the Town of Norwich in preparation for a public hearing.

► Hoag road extension approval needs to be done ASAP otherwise work will be completed next year.

► CHIPS invoice were addressed.

Budget Officer Report- Monthly report submitted to the board.

BE IT RESOLVED, that the budget officer be and hereby authorized to make the following budgetary transfers

1. From A1990.4 Contingency to A1640.4 Central Garage in the amount of \$974.66 motion made by Council Member Stanley Foulds 2nd by Council Member Debra Cubbedge .

Supervisor David Evans-Aye
Council Member Charles Brooks-Aye
Council Member Debra Cubbedge-Aye
Council Member Stanley Foulds-Aye
Council Member Milton Shepler-Aye

2. From 1990.4 Contingency to A1910.4 Unallocated Insurance in the amount of \$29.29
Motion Made by Council Member Milton Shepler; 2nd by Council Member Debra Cubbedge.

Supervisor David Evans-Aye
Council Member Charles Brooks-Aye
Council Member Debra Cubbedge-Aye
Council Member Stanley Foulds-Aye
Council Member Milton Shepler-Aye

3. From 1990.4 Contingency to A3510.4 Dog Control CE in the amount of \$825.00 motion made by Supervisor David Evans; 2nd by Council Member Debra Cubbedge.

Supervisor David Evans-Aye
Council Member Charles Brooks-Aye
Council Member Debra Cubbedge-Aye
Council Member Stanley Foulds-Aye
Council Member Milton Shepler-Aye

Board was asked to be thinking when a good day would be to have a budget workshop. Budget Officer has sent notice to all department heads to prepare an estimate of expenditures for 2019.

Other Items Discussed

► Pete Meyers met with Council Member Foulds and Brooks to discuss plans for a new roof on the Town Hall. Mr. Meyers cost would be \$500.00 to draft 2 different roof designs. A motion was made by Council Member Foulds; 2nd by Council Member Cubbedge to authorize payment to Peter Meyers from account A 1624.4 buildings, for drafts. All were in favor. Council Member Brooks will contact Mr. Meyers.

► A letter was received from Robert Kawa, UNISON, requesting a stop light be installed at the factory entrance on Route 12 as well as a crosswalk going across State Route 12. The letter was accepted and the Town will support the red light and crosswalk, but will not support the motion activation. Mr. Kawa was referred to the State Department of Transportation due to this being a State Highway. The DOT would like a copy of the minutes stating the town accepts and supports the matter of keeping UNISON members safe. A motion to support was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

Old Business-

► Discussion was had on the Road Preservation Law.

► Benchmarking- Council Member Cubbedge presented a resolution for the town for clean energy grants. Board members will be emailed the resolution to review and bring back for discussion next month.

VOUCHERS: General vouchers were read and the total of \$2,513.70 claim #71-#77 , was approved on a motion by Council Member Debra Cubbedge; 2nd by Council Member Milton Shepler All were in favor. Highway vouchers were read and the total of \$27,135.03 claim #114-#146, by Council Member; Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

TOWN CLERK'S REPORT: The Town Clerk's July report was presented before the Board. The total collected for the month was \$611.00 and a check for \$503.00, the Town's portion, was given to the Town. A motion to accept the Town Clerk's June 2018 report was made by Council Member Stanley Foulds; 2nd by Council Member Debra Cubbedge. All were in favor.

A motion to adjourn was made by Council Member Charles Brooks; 2nd by Council Member Debra Cubbedge. All were in favor.

Meeting adjourned at 8:20pm.

Next regular board meeting will be September 10th, 2018 at 7:00pm.
Minutes taken by Martha L. Vidler, Town Clerk